

Stormwater Pollution Prevention Plan

Borough of Ridgefield

Bergen County

NJPDES #: NJG0150967

April 15, 2019

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Ray Ramirez
Office Phone # and eMail	(201)943-5342 rramirez@ridgefieldboro.com
Signature/Date	
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Susan Taffaro, Planning Board Secretary
Print/Type Name and Title	Deborah Fugnitti, Chair of Environmental Commission
Print/Type Name and Title	Richard Arango, Remington & Vernick, Planning Board Engineer
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Joseph Greco, Superintendent of Public Works
Print/Type Name and Title	Gregory Yfantis, Construction Code Official
Print/Type Name and Title	
Print/Type Name and Title	

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	4/15/19	TVA	1	Updated Plan
2.				
3.				
4.				
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20.				

SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	TBD
2. Date of most current SPPP:	Apr 15, 2019
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	https://www.ridgefieldnj.gov/vertical/sites/%7BB4066A45-ED3A-4321-9A1B-3898EDEEE668%7D/uploads/Municipal_Stormwater_Management_Plan_(MSWMP).pdf
4. Date of most current MSWMP:	Aug 1, 2012
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	Department of Public Works Building 515 Church Street
6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:	<p>For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law, " NJSA 10:4-6 et seq.), the Borough of Ridgfield provides public notice in a manner that complies with the requirement of that Act. Also in regards to the passage of ordinances, Borough of Ridgfield provides public notice in a manner that complies with the requirements of NJSA 40:49-1 et sez. In addition, for municipal actions (e.g., adoption of the municipal stormwater management plan) subject to public notice requirements in the Municipal Land Use Law (NJSA 40:55D-1 et seq.), Borough of Ridgfield complies with those requirements.</p>

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.

The Borough of Ridgefield keeps the annual distribution materials at the county library and at the municipal building. Annual events are typically held each year in coordination with our Borough of Ridgefield Day or at any other similar event held in the Borough. The DEP brochure and other educational material is available at our stormwater display table. The Borough's website includes a stormwater related page and a link to www.cleanwater.nj.org

2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.

The Borough will include brochures and/or ordinance education mailings with either the annual DPW calendar mailing or in a separate letter sent to the residents and businesses.

3. Indicate where public education and outreach records are maintained.

Public outreach records are maintained at the DPW office. The DPW Office is located at 515 Church Street

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?
Any development that provides for ultimately disturbing one or more acres of land. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation.
2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?
Residential Projects are held to the Borough standards and to the standards specified in RSIS. The non-residential projects are held to the Borough standards and typically the NJDEP standards if they fall under a major development category.
3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?
Section 390-137.1 of the Boroughs Ordinance outlines the Applicants responsibility in complying with the design standards of the Borough. All major development plans are reviewed and approved by either Mayor and Council or the Planning Board in Ridgefield.

<p>4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.</p>	
<p>Section 390-137 of the Borough Ordinance details the design standards established by the Borough. Section 390-137.1 indicates the design standards for all Major developments within the Borough. The Stormwater Management Ordinance was developed in compliance with RSIS and NJDEP Compliance.</p>	
<p>5. Does the Municipal Stormwater Management Plan include a mitigation plan?</p>	<p>Yes</p>
<p>6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?</p>	<p>Borough Hall</p>

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	06/12/06	BB4066A45-ED3A-4321-9A1B-3898EDEEE668%7D	Yes	Zoning Code Official
2. Wildlife Feeding permit cite IV.B.5.a.ii	12/27/05	4066A45-ED3A-4321-9A1B-3898EDEEE668%7D	Yes	Zoning Code Official
3. Litter Control permit cite IV.B.5.a.iii	11/14/05	%7BB4066A45-ED3A-4321-9A1B-3898EDEEE668%	Yes	Zoning Code Official
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	05/22/06	https://www.ridgefieldnj.gov/vertical/sites/%7BB4066A45-ED3A-4321-9A1B-3898EDEEE668%7D/uploads/Improper_Disposal_of_Waste_Ordinance_051227.pdf	Yes	Zoning Code Official
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	12/27/20 05	https://www.ridgefieldnj.gov/vertical/sites/%7BB4066A45-ED3A-4321-9A1B-3898EDEEE668%7D/uploads/Yard_Waste_Ordinance_051227.pdf	Yes	Zoning Code Official
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	05/11/20 09	https://www.ridgefieldnj.gov/vertical/sites/%7BB4066A45-ED3A-4321-9A1B-3898EDEEE668%7D/uploads/Private_Storm_Drain_Inlet_Retrofitting_Ordinance_090511.pdf	Yes	Zoning Code Official
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	12/27/20 05	https://www.ecode360.com/9127884	Yes	Borough Engineer & Planning Board Engineer
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	12/27/20 05	https://www.ridgefieldnj.gov/vertical/sites/%7BB4066A45-ED3A-4321-9A1B-3898EDEEE668%7D/uploads/Illicit_Connection_Ordinance_051227.pdf	Yes	Zoning Code Official
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2	05/11/20 09	https://www.ridgefieldnj.gov/vertical/sites/%7BB4066A45-ED3A-4321-9A1B-3898EDEEE668%7D/uploads/Refuse_ContainerDumper_Ordinance_060511.pdf	Yes	Zoning Code Official
Indicate the location of records associated with ordinances and related enforcement actions:				
The records are being stored at the Public Works Department.				

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
The Borough of Ridgefield sweeps its streets weekly. Each street is swept once a week as weather permits. During the winter months, street sweeping is continued unless snow covers the road or freezing temperatures prevent an ice hazard. Detailed information is included in the Annual report.
2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
The Borough of Ridgefield sweeps the County Roads and State Roads located within the Borough limits.
3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.
The Borough does not sweep for any other municipalities.
4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.
The records are being stored at the Public Works Department.

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

<p>1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.</p>
<p>The Borough has implemented an annual catch basin program to maintain catch basins function and efficiency. All catch basins are inspected once a year. If at the time no sedimentation, trash or debris is observed in the catch basin, then the catch basin will not be cleaned. All catch basins will also be inspected for proper function.</p>
<p>2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.</p>
<p>No recurring problems have been observed during the annual inspections regarding the catch basins.</p>
<p>3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.</p>
<p>N/A</p>
<p>4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.</p>
<p>The Boroughs Storm drain inlet labeling program is coordinated by the Environmental Commission. The actual work of the labeling is being done to the greatest extent possible by our local public schools in the Borough. In areas where it is not safe for the students, our Environmental Commission members and/or public works department employees will be doing the labeling. All storm drain inlets that are along the municipal streets with sidewalks, and all storm drain inlets within plazas, parking areas, or maintenance yards that are operated by the Borough of Ridgefield. All labeling is done being done with plastic labels that are being applied using adhesive. During the annual catch basin cleaning program the labels are being checked to ensure they are still attached and visible.</p>
<p>5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.</p>
<p>The records are being stored at the Public Works Department.</p>

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.
The Borough of Ridgefield will retrofit the storm drains to a compliant bicycle safe grate and eco curb piece during the course of any roadway improvement project taken on by the Borough.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
During the annual road program the storm drain inlets are retrofitted as part of the road surfacing program.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
Our code enforcement officer will enforce the private catch basin retrofitting.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
The Borough Ordinance Chapter 345-Storm Sewer System, Article III-Private Storm Drain Inlet Retrofitting, requires the retrofitting of existing storm drain inlets which are in direct contact with repaving, repairing, reconstruction, or resurfacing or alterations of facilities on private property, to prevent the discharge of solids and floatables (such as plastic bottles, cans, food wrappers and other litter) to the municipal separate storm sewer system(s) operated by the Borough of Ridgefield.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

<i>Complete separate forms for each municipal yard or ancillary operation location.</i>	
Address of municipal yard or ancillary operation: Department of Public Works Building 515 Church St, Ridgefield, NJ 07657	
List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:	
Raw materials –	N/A
Intermediate products –	N/A
Final products –	N/A
Waste materials –	N/A
By-products –	N/A
Machinery –	N/A
Fuel –	N/A
Lubricants –	N/A
Solvents –	N/A
Detergents related to municipal maintenance yard or ancillary operations –	N/A
Other –	N/A

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

<i>Complete separate forms for each municipal yard or ancillary operation location.</i>	
Address of municipal yard or ancillary operation: Ridgefield Borough Salt Barn & Recycling Center 1145 Pleasant View Terrace, Ridgefield, NJ 07657	
List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:	
Raw materials –	Topsoil, Crushed Stone
Intermediate products –	N/A
Final products –	N/A
Waste materials –	N/A
By-products –	N/A
Machinery –	N/A
Fuel –	N/A
Lubricants –	N/A
Solvents –	N/A
Detergents related to municipal maintenance yard or ancillary operations –	N/A
Other –	N/A

<p>For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs.</p> <p>Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.</p>	
1. Fueling Operations	
The Borough of Ridgefield does not do vehicle refueling.	
2. Vehicle Maintenance	
Monthly inspection are held to ensure that the SOP is being met.	
3. On-Site Equipment and Vehicle Washing <i>See permit attachment E for certification and log forms for Underground Storage Tanks.</i>	
A monthly inspection is performed on the floor drain which collects the water related to the vehicle washing. The drain connects into the existing sanitary sewer line servicing the building.	
4. Discharge of Stormwater from Secondary Containment	
N/A	

5. Salt and De-Icing Material Storage and Handling
The Borough currently stores de-icing salts and materials in a salt storage building.
6. Aggregate Material and Construction Debris Storage
The Borough stores stone & topsoil at the recycling center. The material is stored in compliance with Attachment E.
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
The Borough stores the street sweepings into a 30 yard container located at the Recycling center facility
8. Yard Trimmings and Wood Waste Management Sites
The Borough of Ridgefield collects yard waste from all locations within the Borough on a weekly basis. This collection is undertaken as part of the Boroughs comprehensive recycling program. Waste is taken to the Boroughs Recycling Center located at the westerly end of Pleasant View Terrace.
9. Roadside Vegetation Management
N/A

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

<p>A. Municipal Employee Training: Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.</p>		
Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	Field Training & Computer Based Training
2. Stormwater Facility Maintenance	Every year	Computer Based Training
3. SPPP Training & Recordkeeping	Every year	Computer Based Training
4. Yard Waste Collection Program	Every 2 years	Computer Based Training
5. Street Sweeping	Every 2 years	Computer Based Training
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	Field Training & Computer Based Training
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	Computer Based Training
8. Waste Disposal Education	Every 2 years	Computer Based Training
9. Municipal Ordinances	Every 2 years	Computer Based Training
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	Computer Based Training
<p>B. Municipal Board and Governing Body Members Training: Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.</p> <p>Within 6 months of commencing duties, watch <i>Asking the Right Questions in Stormwater Review Training Tool</i>. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member.</p>		
<p>C. Stormwater Management Design Reviewer Training: All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer.</p>		

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

1. **Mapping:** Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.

Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

2. **Inspections:** Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.

The Borough conducts an annual inspection of all outfall connection pipes. The Borough uses the DEP Illicit Connection Inspection report to conduct the inspections. The reports are kept on file with this document.

3. **Stream Scouring:** Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.

During the illicit connection part of this program, we check all of our outfall pipes for signs of scouring. All site will be placed on a prioritized list and repairs will be made in accordance with the the standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do no need NJDEP permit will be completed first. We will follow each repair up with an annual inspection of the site to ensure that the scouring has not resumed.

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and indicate the location of these forms and related illicit discharge records.

Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report.

Outfall pipes that are found to have a dry weather flow or evidence of an intermittent non-stormwater flow will be rechecked again to locate the illicit connection. If we are able to locate the illicit connection (and the connection is located within the Borough of Ridgefield) we will cite the responsible party for being in violation of our illicit connection Ordinance, and we will have the connection eliminated immediately. If after the appropriate amount of investigation, we are unable to locate the source of the illicit connection, we will submit the closeout investigation form with our annual inspection and recertification. If an illicit connection is found to originate from another public entity, The borough will report the illicit connection to the Department.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.

The Borough has implemented a stormwater facility maintenance program to ensure that all stormwater facilities operated by the Borough of Ridgefield function properly. The stormwater facilities are inspected annually by the Public Works department to ensure that they are functioning properly. In high risk areas, preventative maintenance are performed on all stormwater facilities to ensure they do no fail.

2. Detail the program in place for ensuring the long-term cleaning, operation and maintenance of each stormwater facility NOT owned or operated by the municipality.

The Borough Ordinance Chapter 345-Storm Sewer System, Article III-Private Storm Drain Inlet Retrofitting, requires the retrofitting of existing storm drain inlets which are in direct contact with repaving, repairing, reconstruction, or resurfacing or alterations of facilities on private property, to prevent the discharge of solids and float-ables (such as plastic bottles, cans, food wrappers and other litter) to the municipal separate storm sewer system(s) operated by the Borough of Ridgefield.

3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.

The Stormwater Facilities Maintenance & Inspection Logs are located at the Department of Public Works.

Note that maintenance activities must be reported in the annual report and records must be available upon request. DEP maintenance log templates are available at http://www.nj.gov/dep/stormwater/maintenance_guidance.htm (select specific logs from choices listed in the Field Manuals section).

Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see <https://hydro.rutgers.edu>. To download data in an Excel format, see https://hydro.rutgers.edu/public_data/.

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

<p>1. Using the Total Maximum Daily Load (TMDL) reports provided on www.nj.gov/dep/dwq/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.</p>
<p>Applicable Stream TMDL(s) •Amendment to the Northeast Water Quality Management Plan to Establish a Total Maximum Daily Load for Nickel in the Hackensack River</p> <p>Nickel - 2000 : Hackensack R (Bellmans Ck to Ft Lee Rd), (Ft Lee Rd to Oradell gage), and (Rt 3 to Bellmans Ck) : View the TMDL Document•Amendment to the Northeast Water Quality Management Plan to Establish a Total Maximum Daily Load for Nickel in the Hackensack River</p> <p>Nickel - 2000 : Overpeck Creek : View the TMDL Document</p> <p>Applicable Lake TMDL(s) •Total Maximum Daily Loads for Phosphorus To Address 3 Eutrophic Lakes in the Northeast Water Region</p> <p>Total Phosphorus - 2003 : Overpeck Lake : View the TMDL Document</p> <p>Applicable Shellfish TMDL(s) None</p>
<p>2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.</p>
<p>The Borough will use the TMDL information above to to identify areas with a higher TMDL concentration. The Borough will look to implement a program to help reduce the TMDLs. The TMDLs levels can be reduced through a private development project where MTD devices remove higher concentrations of the identified TMDL or through the process of adopting the suggestions in the "Total Maximum Daily Load (TMDL) Guidance for Tier A MS4 Permittees".</p>

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.
2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?
Yes the Ordinance was adopted 5/11/2009. Chapter 208 of the Borough Ordinance.